



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1003

6 MAR 1998

REPLY TO
ATTENTION OF:

S: 18 March 1998

CEMP-E / CECW-O

MEMORANDUM FOR COMMANDER, DIRECTORS OF ENGINEERING AND TECHNICAL
SERVICES

SUBJECT: Annual Area/Resident Engineer and Contracting Training Workshop, 19-21 May 1998

1. The FY98 Annual Area/Resident Engineer and Contracting Training Workshop will be held on 19-21 May 1998 in Dallas, TX. The goal of this joint workshop is to continue to build the Administrative Contracting Officer (ACO) and Procuring Contracting Officer (PCO) partnership which helps the Corps provide better support to our customers. The workshop will include both joint and separate functional area sessions to help achieve this goal. Also, for the first time, the workshop will include the presentation of the Construction Hard Hat and Construction Management Excellence awards. Details on the agenda, hotel reservations, costs, and other workshop information will be forthcoming in the next few weeks.
2. A key objective of this year's workshop will be to focus principally on field level activities and issues. We want to make sure that each session includes discussions on topics and issues that directly relate to improving field level ACO/PCO operations and improving overall district-level teamwork. Therefore, we need your suggested topics, issues, and ideas, and potential speakers for the workshop agenda. Please provide your input by fax or e-mail to the POC below NLT 18 March 1998.
3. Each Major Subordinate Commands (MSC's) is allocated one space for the workshop and each district/center is allocated two spaces. The district/center attendees should be senior members of the Corps Acquisition Work Force. Additionally, each MSC/center is offered one extra space for attendance by an emerging leader. The Hardhat and Construction Management Excellence Awardees are strongly encouraged to attend the entire workshop and their attendance does not count against the MSC allocation. Exceptions to these allocations should be submitted to this office for approval. This conference is for *you* and therefore *your input* is required to help make this conference *successful*. Our point of contact is Denise Massih, at telephone number: 202-761-1380, fax number: 202-761-4783.

FOR THE COMMANDER:

CHARLES M. HESS, P.E.
Chief, Operations, Construction and Readiness Division
Directorate of Civil Works

KIBEK CHEUNG, P.E.
Chief, Engineering and Construction Division
Directorate of Military Programs

CC, CEPR-O, District Chief Construction, Chief Construction/Operations Divisions